



# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Your emergency preparedness stockpile: What you need to know

Emergencies — such as tornadoes, floods, storms, earthquakes or even disease outbreaks — can happen unexpectedly. You may be without electricity, refrigeration, clean tap water or phone service for days or weeks. In some cases, such as during a disease outbreak, you may be asked to stay home to keep safe. That's why having an emergency preparedness stockpile is important.



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### What should I put in my emergency preparedness stockpile?

All Americans should have at least a three-day supply of food and water stored in their homes, with at least one gallon of water per person per day. If you have the space, experts recommend a week's supply of food and water. Choose foods that don't require refrigeration and are not high in salt. Your stockpile should also contain flashlights, a manual can opener, a radio, batteries and copies of important documents. Depending on your family's needs, you may also need medical supplies, pet food, contact lens solution or diapers.

If it's too expensive for you to buy everything for your stockpile at once, pick up one or two items every time you go to the grocery store. Stock up on canned vegetables or batteries when there is a sale. Bulk "club" stores can also help you save money on your supplies, especially if you split a case with a friend, co-worker or neighbor, who can serve as your "preparedness buddy."



vegetables or batteries when there is a sale. Bulk "club" stores can also help you save money on your supplies, especially if you split a case with a friend, co-worker or neighbor, who can serve as your "preparedness buddy."

Once you've assembled your stockpile, put it where you won't be tempted to "borrow" from it the next time you run out of batteries or need beans for a recipe. Remember: Your stockpile is for emergencies!



### How do I store my emergency preparedness stockpile?

#### Get Ready Stockpiling Tip

When it's time to change your clocks for daylight saving time, check your emergency preparedness stockpile. Replace anything that is expired or missing.

It's best to store your stockpile somewhere that is easy to access during an emergency. A cool, dark place is ideal. Be sure not to store your food close to any solvents or cleaners that can leak or transfer fumes, or in an area of the house that is at risk for flooding.

Keep your supplies together in a box or plastic bin that can be kept tightly closed to protect contents from humidity or pests. It's also handy to keep all your supplies together in case you have to evacuate quickly, such as during a hurricane. In a pinch, a laundry basket can make an easy storage container.

If you live in an apartment or small home and are short on space, be creative. Compact wrapping paper bins can be used to store canned food. Risers can make more space under the bed. Many people also have unused space behind or under the sofa. Have a dishwasher but don't use it? Make the most of the empty space by storing your supplies there!

## How often do I need to refresh or rotate my stockpile?

It's best to check your emergency preparedness stockpile once or twice a year. If you need a reminder, take a lesson from APHA's Get Ready: Set Your Clocks, Check Your Stocks campaign. When it's time to change your clocks for daylight saving time, take a look at your emergency preparedness stockpile. Discard anything that has expired or is leaking or damaged. If you've borrowed items from your stockpile, make sure to replenish them. Place the newer items in the back of your stockpile and rotate the older items to the front. You can even use stickers to mark the dates when you added supplies to your stockpile.

Don't forget to check the batteries in your smoke detectors as well when you change your clocks!



## How can I tell if the supplies in my stockpile are still good?



The easiest way to tell if your foods are still usable is expiration dates. Bottled water can go bad eventually, so look for the stamped date on your water containers. Experts recommend rotating your bottled water supply every six months.

Sometimes canned foods don't have expiration dates or have dates that aren't legible. So how to tell if the food is still good? According to the U.S. Department of Agriculture, high-acid canned foods such as tomatoes, grapefruit and pineapple can be stored for a year to 18 months. Low-acid canned foods such as meat, poultry, fish and most vegetables will keep two to five years if stored properly.

Beyond expiration dates, you should physically examine the contents of your stockpile to make sure they are still fresh. Check that none of your boxes or food containers have signs of pests or have been crushed or have opened. On cans, look for rust, bulging, punctures, dents or leaks. Never eat any food if its packaging or contents has come into contact with flood water or has been in a fire. Look for leaks or corrosion on batteries and dispose of them carefully, recycling them if possible.

For more tips on creating your emergency preparedness stockpile, visit [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



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## My emergency preparedness stockpile checklist

Pack the following items in a clearly labeled, easy-to-carry, sealable container and store them in a place that is easy to access. Check your stockpile once or twice a year. A good rule of thumb is to check your stockpile when you change your clocks for daylight saving time. Replace any supplies that are missing or have expired or have been damaged.



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### Emergency supplies

- Flashlight and batteries
- Manual can opener
- Battery-operated radio (and batteries) or hand-cranked radio
- Matches in waterproof container
- Utility knife
- Paper and pencil
- Cash, traveler's checks and coins
- Paper cups, plates, plastic utensils, paper towels
- Garbage bags
- Pet food
- Whistle
- Small, canister ABC-type fire extinguisher
- Needles, thread
- Plastic sheeting
- Duct tape, scissors
- Extra set of keys and IDs
- Local maps



- Small tent, compass and shovel
- Household chlorine bleach and medicine dropper

*When diluted nine parts water to one part bleach, this can be used as a disinfectant. In an emergency, you can use it to treat water by using 16 drops of regular household liquid bleach per gallon of water. Do not use bleach with added cleaners or bleach that is scented.*

### Food and water



- Three days worth of drinking water, with one gallon of water per person per day. Do not stockpile soda.
- Three-day supply per person of non-perishable foods. Take into consideration special dietary needs. Avoid salty foods that make you thirsty and include canned foods with high liquid content.

## First aid and emergency medical kit

- First aid manual
- Bandages, including gauze and bandage tape
- Germicidal hand wipes or alcohol-based hand sanitizer
- Antiseptic wipes
- Non-latex gloves
- Antibacterial ointment
- Scissors (small, personal)
- Tweezers
- CPR breathing barrier, such as a face shield
- Prescription medications (such as heart and blood pressure medications or asthma inhalers) and medical supplies, such as insulin and blood-pressure monitoring equipment, if applicable
- Non-prescription medication, such as acetaminophen, ibuprofen, anti-diarrhea medicine, antacids and laxatives



## Personal items

- Extra prescription eyeglasses, if applicable
- Denture and contact lens supplies, if applicable
- Hearing aid batteries, if applicable
- Diapers and infant supplies, if applicable
- Sleeping bag or warm blanket for each person. Additional bedding if you live in a cold-weather climate.
- Complete change of clothing for each person, including a long-sleeved shirt, long pants and sturdy shoes. If you live in a cold climate, add jacket or coat, hat, mittens and scarf.
- Moist towelettes, feminine hygiene supplies, latex gloves and other items for personal sanitation

## Important documents: Store in waterproof, portable container

- Birth, marriage and death certificates
- Insurance policies and will
- Contracts, deeds, stocks and bonds
- Passports, Social Security cards
- Immunization records
- Bank account numbers, credit card account numbers and company contact information
- Prescription information
- Inventory of valuable household goods
- Veterinary records for pets, as well as pet photos

For more tips on creating your emergency preparedness stockpile, visit [www.getreadyforflu.org](http://www.getreadyforflu.org)





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## Get Ready Grocery Shopping List

- Bottled water
- Canned juice
- Canned or boxed milk
- Canned fruits and vegetables
  - Green beans
  - Corn
  - Peaches
  - Fruit cocktail
  - Pears
  - Pineapple
- Peanut butter and jelly
- Canned pasta or spaghetti
- Crackers (look for low-sodium)
- Canned meat and fish
  - Chicken       Turkey
  - Tuna             Vienna sausages
  - Salmon
- Soups (look for low-sodium)
- Dried fruit
- Protein drinks
- Granola bars
- Dried cereal
- Nuts (unsalted, preferably)
- Cookies, candy bars, hard candy

## Emergency preparedness stockpile grocery list

Every American should have at least a three-day supply of food and water stored in their home, with at least one gallon of water per person per day. If you have the space, experts recommend a week's supply of food and water. Choose foods that don't require refrigeration and are not high in salt. Your stockpile should also contain flashlights, a radio, manual can opener, batteries and copies of important documents. Depending on your family's needs, you may also need medical supplies, pet food, contact lens solution or diapers.



If it's too expensive for you to buy everything for your stockpile at once, pick up one or two items every time you go to the grocery store. Stock up on canned vegetables or batteries when there is a sale. Bulk "club" stores can also help you save money on your supplies, especially if you split a case with a friend, co-worker or neighbor, who can serve as your "preparedness buddy."

For more tips on creating your own emergency preparedness stockpile, see [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



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## Cheap stockpiling: How to be prepared on a budget

When money is tight, adding extra items to your shopping list can be hard. However, with a bit of planning, there are lots of ways to build your emergency preparedness supplies on a budget.

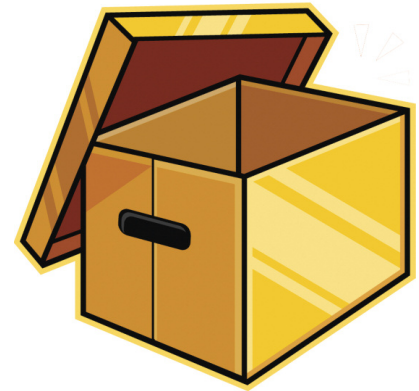


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### Start with the supplies you already have

Your first step should be to look at an emergency stockpile checklist. This will help you get an idea of the different things that should go in an emergency preparedness kit and help you come up with a plan for building your own kit.

Though the list may seem daunting at first, you'll likely find that you already own a lot of the items you'll want to include in your kit. Start the process by pulling together items that you have on hand at home. For example, you may have enough canned goods to start your food stockpile or extra bandages that can go into your emergency first aid kit. Once you've pulled together the items you have, check them off the list and start making a plan for the others.



Save on space by storing your supplies in containers you already have. That plastic bin that held your children's toys when they were young or a laundry basket that is no longer used can become the perfect organizer.

### Build your kit a little bit at a time



As you build your preparedness kit, don't feel like you have to do it all in one day. It will likely be easier on your budget if you spread out the items over several weeks or months.

Consider adding a few extra dollars to your weekly shopping trip and buy just a few items each time you go to the store. Another important thing to remember is to keep an eye out for sales. Carry your checklist with you so you'll know what you still need when you find a good deal.

Take a lesson from families that save on groceries regularly by shopping at stores that offer double coupons and by buying generic. Canned foods are often less expensive to stockpile than

other ready-to-eat shelf food, but watch out for high sodium. You don't want foods in your stockpile that will make you thirsty, as clean water supplies may be limited during an emergency or disaster situation.

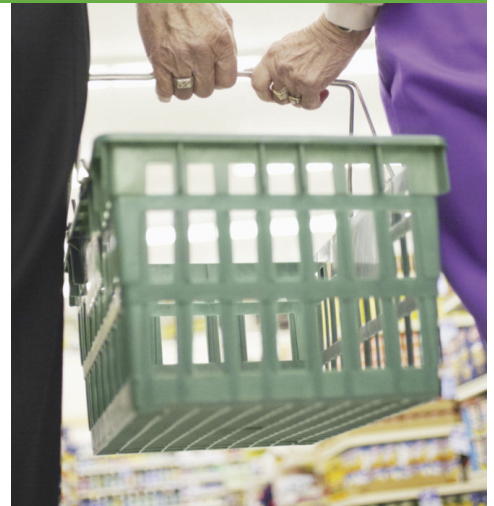


## Use the buddy system to create a less expensive stockpile

Another good option for saving money is to look for deals at bulk grocery stores. The only catch is you may end up with more than you can store. To solve this problem, think about partnering with a neighbor or friend and building your kit together. This way, you both will be able to take advantage of discounts by splitting your purchases.



As an added benefit, partnering up with someone else is also a great opportunity to talk about your family's emergency preparedness plan and make sure that you are doing everything you can to be ready for emergencies.



## Save more with these Get Ready stockpiling tips

### Make sure and stock the right batteries

Don't stockpile rechargeable batteries in your emergency supplies, emergency experts advise.

While rechargeable batteries are an economical choice for items you use every day, they can lose their charge when left unused for long periods in storage.

To make sure that your emergency flashlights and other supplies are ready to go when you need them, stockpile only regular batteries.



Artwork courtesy Microsoft Clip Art Gallery

Still need more ideas? Try some of these money-saving tips:

- ◆ Don't know what to do with those napkins and plastic forks and spoons you receive at fast food restaurants or with your take-out food? These freebies make great additions to your emergency supply kit.
- ◆ Free condiment packets such as mayo, ketchup, jelly or taco sauce can add some flavor to meals during an emergency. Expiration dates vary and aren't usually marked on the packets, so throw them out after a few months or if they are punctured, become hard or are rancid.
- ◆ Go veggie! You can save a bunch on your stockpile by bypassing meat products and loading up on canned veggies and fruits. Canned beans are a great option, as they are filling and pack a lot of protein.
- ◆ Take a tip from your grandparents and grow and can your own food. A few dollars of seed packets can yield enough canned tomatoes, cucumbers and green beans to last you for months. Look for canning information and supplies online.

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## Preparedness tips: Emergency supplies for your pets

It's important to remember your whole family when preparing for an emergency and that includes your furry and feathered family members. Your pets need supplies too, and they can't pack their own. A little planning can help your pets remain safe and happy until an emergency is over.



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### How can pet owners be prepared for emergencies?

Prepare a stockpile of at least three days of food and bottled water for your pet. When choosing food to pack in the supplies, include your pet's usual, everyday food — the last thing you want to deal with during an emergency is your doggie's upset stomach. It's also important to keep a two-week supply of your pet's medicines on-hand. Store the supplies in a watertight and pest-proof container and place it in an easily accessible location. Check on the supplies twice a year when you change your clocks for daylight saving time to keep your pet's food and medicine fresh.



If you are told to stay in your home, keep your pets with you at all times. That way if you have to suddenly evacuate, you won't have to spend precious time trying to locate them under the bed.

### What should I do if we have to evacuate?



The best thing for your pets is to bring them with you every time you evacuate. Even if you are only planning to be gone for a few hours, emergency conditions can prevent you from returning for days or weeks. Prepare an evacuation kit that includes your pet food and water stockpile. Don't forget to bring food and water bowls, along with garbage bags for clean-up. Pack a few photos of your pets in case you become separated and need help locating them.

Bring a separate cage for each pet. When animals are stressed or scared, they can become aggressive toward each other, even when they are usually the best of friends. For smaller pets, consider a collapsible cage, as it will be easier to handle when it's not being used.

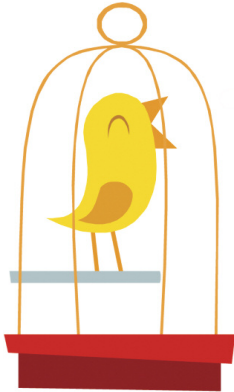
Certain types of pets require additional items. If you have a cat, try this trick: Instead of lugging around your cat's litter box, pack an aluminum roasting pan. It is



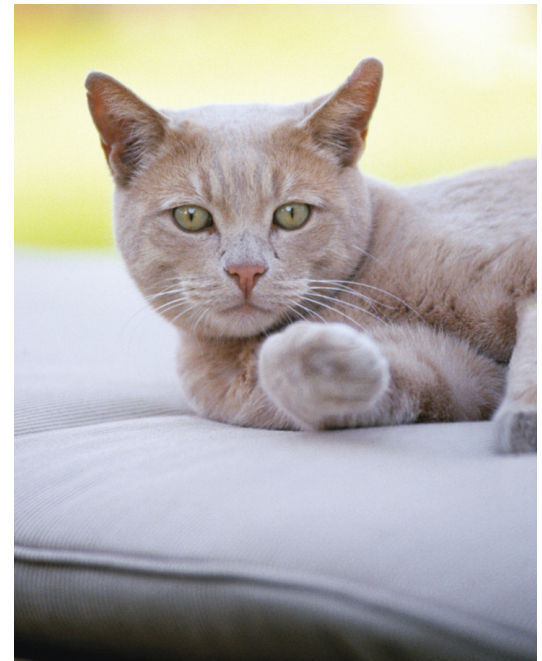


easier to carry and can be thrown away after use. When packing your supplies for kitty, don't forget extra litter and a scoop.

For dogs, bring an extra-long leash. This will allow them to get some exercise without being out of your control. If you have a bird, include a blanket in your supplies so that you can drape it over the cage. Small pets such as hamsters are easy to evacuate, but don't forget fresh bedding and other supplies. If you have fish, set aside a small lidded and vented fish-safe container that can be used to transport them quickly, and put together an emergency supply of water conditioner and food.



If you live in an area that is frequently evacuated, such as in areas that are prone to hurricanes or wildfires, consider keeping some supplies in your car. This will allow you to evacuate as quickly as possible.



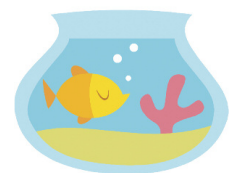
## What arrangements should I make ahead of time?



Many emergency shelters don't accept pets. Plan ahead of time and locate facilities that will allow you to board your pet. Contact friends, family members and kennels located 60 miles to 90 miles away from your home. Bring a copy of your pet's medical history and vaccine records, as many kennels require proof of health.

Some motels also allow guests to bring pets, but you should check ahead first. You can find lists of motels that allow pets online, but call them directly to make sure the information is accurate. Prepare a list of possible places to stay with your pet long before you evacuate so that you won't be scrambling during an emergency.

For more tips on preparing your pet for an emergency, ask your veterinarian for advice.



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## Your water supply: Do you have enough stored in case of an emergency?

Whether you're drinking, cooking or taking a shower, water is essential for everyday life. After an emergency such as a tornado, flood or earthquake, the water that comes out of your tap might not be safe to drink — if it's running at all. That's why you need to have at least a three-day supply of bottled water stored at home at all times.



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## How much bottled water do I need to have stored?



You should have at least one gallon of water per person per day in your emergency stockpile. That means if you have three people in your family, you should have nine gallons stored, for example. And that's just for drinking.

The average American uses 80 gallons to 100 gallons of water per day, including flushing the toilet, showering, handwashing and cooking. In the case of a storm or unexpected water supply interruption in your community, you could be without water much longer than three days. So if you have the room, it's a good idea to store extra bottled water.



Take a look at your household and think about how much water you use. Keep in mind that children, nursing mothers and sick people may need more water. Don't forget to set aside a water supply for your pets, and if you live in a warm weather climate, you should stockpile additional bottles of water.

Beyond your home, it's also smart to have extra water at your workplace. Stash a personal supply under your desk or in your locker. Ask your boss to purchase emergency supplies such as water and food in case you have to shelter in place at work. The Federal Emergency Management Agency also recommends keeping water among the emergency supplies you store in your car.

## Where do I get water for my stockpile?

For the safest and most reliable water supply, purchase commercially bottled water (the kind you find in your local grocery store). Keep bottled water in its original container and don't open it until you need to use it.

You can bottle your own tap water, but make sure you use the right kind of bottles (never reuse milk or juice bottles, for example, because they may have bacteria) and sanitize them first. FEMA's Web site, [www.fema.org](http://www.fema.org), has instructions on how to bottle your own water.



## How do I store my bottled water stockpile?



Don't stack your water bottles, as this might cause them to leak. It's best to store your stockpile somewhere that is easy to access during an emergency. The ideal location is a cool, dark place away from any solvents or cleaners that can leak or transfer fumes. Be sure to keep your supply in an area of the house that is not at risk for flooding.

Look for the "use by" date on your drinking water for best quality. Rotate your stockpile at least twice a year and replenish any bottles that may have leaked. A good reminder is to check your emergency supplies when you change your clocks for daylight saving time.

## When should I use my emergency water supply?

You'll definitely need to use your emergency water supply if your tap water stops working, but there are also occasions — such as floods or contamination — when tap water becomes unsafe to drink. In the event of an emergency, follow advice from local officials. Your health department or public water authority may issue alerts advising you not to use tap water for drinking, eating or brushing your teeth.

In an emergency where your only option is to use water that may not be safe as is, boiling the water or disinfecting it with chlorine bleach or tablets may be an option. The Environmental Protection Agency offers instructions for safely treating water on its Web site, [www.epa.gov](http://www.epa.gov).



## If there's no water, how do I clean my hands?

When our hands are dirty, most of us grab some soap, turn on the faucet and scrub away without even thinking about how easy it is. But if you don't have running water, you'll quickly learn to miss that flow from the tap. To keep your hands clean during an emergency, include some alcohol-based sanitizer and moist towelettes in your emergency stockpile. Look for a sanitizer that is at least 60 percent alcohol, and save your bottled water stockpile for drinking.

For more tips on creating an emergency preparedness stockpile, visit [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



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## Cold & flu supplies: What you need when you are home sick

Having a stockpile of supplies in case of an emergency is always a good idea. After all, you never know when you may lose power or water or have to evacuate at a moment's notice. But what about supplies that you would need if you were sick with a really bad cold or the flu and had to stay home for days at a time? If you're sick enough that you can't go to work or school, you shouldn't be running out to the store for supplies and medication and sneezing all over your fellow shoppers.



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## Why do I need to have supplies for a cold or the flu?



If you're sick with the flu (or a flu-like illness) the Centers for Disease Control and Prevention recommends that you should stay home and keep away from others as much as possible.

In fact, CDC officials say you should stay at home until you are fever-free for at least 24 hours without the use of medication. That means it could be just you, your cat and talk show episodes for quite a few days. So if it's flu season or if someone you know is sniffing and sneezing, take some time to check your sick-day supplies.



## What should I have on hand in case I get a cold or the flu?

At the very least, you know you're going to need tissues and some cold or flu medicine. Don't forget to stock up on liquids, such as decaf tea or soup (but watch out for soups with high sodium, as that can make you more dehydrated).

You should also make sure you have some surface cleaners, disinfectants and paper towels at home, as studies have shown flu viruses spread easily through tissues and can survive on surfaces in your home for up to eight hours. Make sure to throw tissues directly in the trash, and wash your hands afterward. It's important to keep surfaces (especially bedside tables, bathroom surfaces, kitchen counters and kids' toys) clean by wiping them down with a household cleaner according to directions on the product label.



You'll also need laundry detergent and dish soap. Linens, eating utensils and dishes that are used by a sick person don't need to be cleaned separately, but don't share those items without washing them first. Eating utensils should be washed either in a dishwasher or by hand with water and soap. As the influenza virus is destroyed by heat, tumble-dry all your bed sheets and towels on high heat after machine washing.

## Do I need to buy masks to care for a sick family member?

In general, if you're not at high risk of becoming ill, you don't have to wear a face mask when taking care of someone at home who has the flu, according to CDC, which created new mask advice in response to H1N1 flu, also known as swine flu.

But if you are at high risk for flu — because of your age, a chronic disease or other factors — then you shouldn't be a caregiver. If that can't be avoided, then wear a face mask or respirator to protect yourself, says CDC. Surgical-type masks can keep splashes from reaching you as well as stop droplets from reaching the person you are caring for. Don't touch the mask when it is on your face and don't reuse it. After you take off a mask, clean your hands with soap and water.

Another option is an "N95" respirator, which fits snugly and can protect you from inhaling small air-borne particles that may contain viruses. For more on masks and H1N1 flu, see the CDC Web site at [www.cdc.gov/h1n1flu/masks.htm](http://www.cdc.gov/h1n1flu/masks.htm)



## Stockpiling for colds and the flu: A checklist

### Handwashing or hand sanitizers?

Soap and water are still the best way to keep your hands clean and free of germs. But if soap and water aren't available, health officials recommend using an alcohol-based hand sanitizer.



The best hand sanitizer is one that contains a minimum of 60 percent alcohol, as anything lower just won't do the trick. Remember to double-check the label before

using or purchasing the product.

Here's a suggested checklist you can use to prepare yourself or your family for a cold or the flu. Check with your doctor to see if there is anything else you'd need and make adjustments for you or your household:

- Non-prescription medications such as pain relievers, fever reducers, decongestants, anti-diarrheal medication and cough drops
- Alcohol-based hand sanitizer
- Thermometer
- Facial tissues
- Face masks or respirator (if recommended)
- Canned or instant soups (look for low sodium)
- Decaffeinated tea
- Heat or ice pack
- Toilet paper
- Blankets
- Laundry detergent
- Household cleaners
- Paper towels
- Soap
- DVDs and books
- Your doctor's phone number

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# Get Ready Food Drive Toolkit

## Help your community be more prepared: Organize a food drive

America has long been called the land of plenty. However, each year, millions of Americans go hungry. In 2008, more than 49 million Americans lived in households that didn't have enough food, including 16.7 million children, according to the U.S. Department of Agriculture. That's a lot of people — many of whom depend on community food banks to make sure they have enough to eat. Also in 2008, about 4 percent of all U.S. households — about 4.8 million — received emergency food from a food bank at least once, according to Feeding America.



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## Readiness for disasters means having a prepared community



If so many people need food on a regular basis, what happens when a disaster strikes? Unfortunately, history has shown that demand on already-strapped food banks increases when the worst happens.

Food banks can be called on to help with emergency supplies during a disaster, and people who have been displaced from their homes or forced to evacuate may turn to food banks for help. That's why it's important that food banks have enough supplies on hand at all times — no one knows when a disaster may happen.

The fact is that being ready for disasters isn't just about personal preparedness, it's also about preparing your community. And making sure your community is prepared for emergencies means ensuring your local food bank is ready as well. That's where you come in.

One of the best ways to support your local food bank (besides making a donation or volunteering your time) is to hold a food drive. Luckily, holding a food drive — whether at school, at work, at your place of worship or another location — can be easy to do with the right planning.

The American Public Health Association's Get Ready campaign, which works to help Americans prepare themselves, their families and their communities for all disasters and hazards, has created this food drive toolkit to help you plan, promote, organize and conduct your community food drive. That way if the worst happens, your local food bank will be ready to help.



*Above, employees with the Federal Emergency Management Agency's Transitional Recovery Office in Mississippi load donated food into a truck for the Twelve Baskets Food Bank in Gulfport in June 2009. Photo by Jennifer Smits, courtesy FEMA.*

## Getting started: What to do before kicking off your food drive

### • Reach out to your local food bank

Before you start making plans for your food drive, locate your local food bank and get in touch with its staff. Food banks are often run by local governments, nonprofit groups or religious organizations. If you can't find one by making a few calls, Feeding America has a food bank locator on its website, [www.feedingamerica.org](http://www.feedingamerica.org).

While some food banks are happy to accept whatever you can give them, others have specific items they need, whether it's cereal, pasta or canned tuna. They may also have a list of things they don't want, such as expired food or bulk supplies. Once food bank staff have let you know what they need, make a list to share with food drive organizers. Decide whether your organization will accept cash donations and if so, how they will be tracked and collected.



### • Pick the right time for your food drive

Decide when you want to hold your food drive. Food banks usually receive their biggest donations during the holidays, which is a popular time to collect food, as people tend to be in a generous spirit. However, it might be more beneficial to your food bank to hold your drive at a time when its food supply might be lower.



A great time of the year to hold a food drive is when people change their clocks for daylight saving time. APHA's Get Ready: Set Your Clocks, Check Your Stocks campaign uses the time change to remind Americans to check that their emergency stockpile is up

to date. That way when a disaster strikes, you'll have fresh batteries, food that's not expired and fresh water in your emergency supplies.

The clock change can also be used as a reminder to stock up your community's food bank supplies. The Get Ready: Set Your Clocks, Check Your Stocks campaign, online at [www.aphagetready.org](http://www.aphagetready.org), includes free fact sheets and other materials that you can pass out with your food drive fliers and help make your community even more prepared.

Also, don't forget to determine the dates of your food drive in advance. You can make your drive a one-day event or hold it over a few weeks. Just be sure to send out reminders if the drive is held over a long period so that people don't forget about it.



## Assemble your team

If you belong to an organization such as a civic group, seniors group or parents' organization, you can organize your food drive with other members of the group and immediately have team members to work with. Holding a food drive with co-workers, at school or through your religious organization are also popular options.

Identify one or two people who will be the lead contacts for your team so that people know who to go to if they have questions or need more information. Share the contact information of team leaders, including phone numbers and e-mail addresses.



## Getting started: Find a location & set your goals



### • Location, location, location

Determine where you want to hold your food drive and if you want multiple collection locations. Make sure your collection point is in a highly visible and popular spot, as you want as many people to notice the drive as possible. For example, if you are collecting at school, consider the entrance, the cafeteria or the student lounge. If the food drive is at your workplace, prime collection points may be your lobby or lunch room.

### • Setting goals for your food drive

By setting ambitious yet attainable goals, your group will be motivated to meet its target. Some food banks provide trucks for food transportation if you obtain a certain amount of donations. If that is an option, factor that number into your goal. You may want to also set your goal based on your community size and amount of need.

### • Promoting your food drive

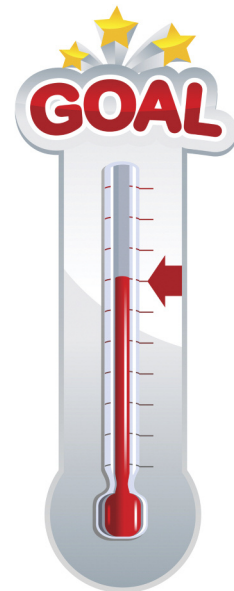
Before starting your food drive, spread the word as widely as possible. Start with handing out posters and fliers, making announcements at school or work or putting an insert in your religious group's bulletin.

Write a press release about the food drive and contact your local weekly or community newspaper and other news organizations. Ask them to help promote the food drive, or to come take a picture of the donations as they are delivered to the food bank.



And don't forget the power of social media and electronic communication. Facebook, Twitter and other tools are great ways to spread information in your community. E-mail and blogs can also help you promote your event.

As you publicize the activity, be sure to mention who is holding the food drive, what foods and materials are needed and where and when they are being collected. Let people know the last day that food will be accepted. You should also include contact information of organizers.





## Holding your food drive: Ideas for success

**N**ow that you've got your plans down and are ready to start your food drive, you'll need some ideas on how to increase participation and get people motivated. Luckily, APHA's Get Ready campaign has collected the best pointers all in one place to help you out.

- **Make it a competition**

Competitions excite people, so make your food drive a contest. If you're holding the food drive at your school, make it a competition between grades or homerooms with the winner earning a pizza party or other recognition. At work, you can pit departments or floors against one another.

- **Incentivize your food drive**

Incentives can also fuel your food drive. If it's at your school, offer discounts to things like sporting events, dances, homecoming or even prom by donating to your cause. If it's at a place of business, talk to your human resources

department to see if you can offer workers a casual dress day if they contribute to your food drive.

### Work with a grocery store

Get in touch with your local grocery store and ask if you can set up a donation site at the store. Your donation site could be inside the store or next to the entrance. (Just make sure it's located somewhere that shoppers can see it.)

Pass out shopping lists of things the food bank needs to customers as they enter the store. Also, ask if the grocery store will make a



contribution. For example, the store might donate money, food or gift cards for every \$1,000 worth of groceries they sell that day or for every 100 pounds of food you collect.

food you collect. If you secure a commitment, you can also use that to promote the food drive. Mention the matching donation challenge on your posters and fliers to drive up participation.

- **Skip a meal and raise money for the food drive**

Get your friend or colleagues involved by asking them to skip a meal and donate the money they would have used to buy their meal to your food drive. Even if they choose not to skip a meal, it may motivate them to make a donation.



## Holding your food drive: More ideas



- **Pay by the can**

You can ask people to show their support for your food drive by paying for entrance or attendance at an event via a food donation. For example, if you are having a school dance or community movie screening, ask attendees to donate canned food at the door. If your food drive happens at Thanksgiving time, have guests bring donations of cereal or pasta for the drive instead of food for the meal.

- **Vote by donation**

A neat way to get people involved in your food drive is to ask them to vote for something fun by donation. For example, put up a display of pet photos and ask your club to choose who has the cutest pet. Participants cast their votes by donating cans in support of the entrant they favor, and whomever gains the most cans is named the winner.

- **Show your artistic side**

Canned food makes great art! Host a competition for the best

canned food sculpture. Create categories, such as funniest, scariest or biggest. Leave the sculptures on display in a public area such as a mall, library or office lobby to serve as a reminder about the food drive.



- **Raffle**

Encourage people to give by offering them a chance at getting something in return through a raffle. The more food they donate, the more tickets they receive. Ask local businesses to donate prizes for the raffle, such as store gift cards.

- **Stuff a truck**

Some food drive organizers challenge givers to “stuff a truck.” Participants are encouraged to bring their donations to a specific location where a truck is parked, with the goal of providing a truckload to the food bank.

### Make it a theme drive

After talking to your local food bank, organize a theme based on what’s needed. For example, if the food bank needs pasta, make it an Italian-themed food drive, with requests for sauce, pasta and canned vegetables. If they need canned tuna, make it a “Gone Fishing!” theme. You can even give each day of your food drive a new theme.



- **Track your goals**

Make a poster or sign shaped like a can showing how many pounds of food you plan to gather. Color in the can to mark your progress in meeting your goal. If you have a website, post the graphic online as well.

- **Stamp Out Hunger through national food drive**

Coordinate your food drive with the Stamp Out Hunger campaign, organized each spring by the U.S. Postal Service and the National Association of Letter Carriers. The campaign, online at [www.helpstampouthunger.com](http://www.helpstampouthunger.com), encourages Americans to leave food drive donations by their mailboxes for pick-up by mail carriers.

## Finishing it up: What to do when the food drive is done



**Y**our food drive is over and you've collected a mountain of donations. Congratulations! Here's what you need to know now that you are finished:

- **Arrange transportation**

If your food bank provides pick-ups for donations, let the staff know when your drive will be completed. If pick-up is not offered, arrange in advance who from your team will be able to transport the food. Determine how many cars — or trips — will be needed, who will be able to help move the donations and when you will make the delivery

to the food bank. (Chances are the food you collect will take up more room than you anticipate!)

Call ahead to confirm that the food bank will be open and able to receive your donation. Some food banks have specific hours for donations.

- **Earn some attention**

Publicize your results! Let the media know you met your goals and encourage them to meet you at the donation center when you make your delivery. If they can't come, take a photo and send it to your local news organizations, along with a press release summarizing the results.

Create posters thanking everyone who was involved and hang them at the collection sites. Make sure to give credit to everyone who helped in setting up, collecting donations, and donating food and supplies.

- **Plan ahead for next year**

Now that your food drive has been a success, consider making it an annual event. Set a date and begin planning a few months or weeks in advance. Use the lessons you've learned to make next year's food drive even better.





# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Get Ready Recipes: Stockpile meals to make during an emergency

Picture this: The power is off, your refrigerator is out and you can't use the stove. So what's for dinner? Lucky for you, you have your emergency preparedness stockpile full of healthy food. These no-cook recipes require no water (save that for drinking!) and are easily and quickly prepared. Use our shopping lists to make sure you have all the ingredients in your stockpile. (All recipes serve six.)



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### Don't-be-a-chicken corn and bean salad



#### Ingredients:

- 1 (16 oz) can corn
- 1 (16 oz) can black beans
- 2 (2 oz) pouches chicken, drained
- 1 (14 oz) can diced tomatoes

**Preparation:** Mix in large bowl.

### Shopping List

- 1 (16 oz) can corn
- 1 (16 oz) can black beans
- 2 (2 oz) pouches chicken
- 1 (14 oz) can diced tomatoes



### Shopping List

- 1 box rye crisp bread
- 2 cans tuna
- 1 small jar pimiento olives
- 6 mayonnaise packets\*

*\*The next time you are at a sandwich shop, pick up a few extra packets of these for your stockpile. They may also be purchased at bulk food stores.*

### Stuck-in-the-House Tuna Sandwich

#### Ingredients:

- 1 box rye crisp bread
- 2 cans tuna (use only as many cans as you will need for a six-person meal, to avoid having leftover tuna)
- 1 small jar pimiento olives, chopped
- 6 mayonnaise packets



**Preparation:** In large bowl, combine tuna and mayonnaise. Add chopped olives. Spread tuna mixture on crisp bread.



# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Pandemic peanut butter sandwiches



### Ingredients:

- 1 or 2 cans plain or raisin brown bread\*
- 1 jar peanut butter
- 1 jar jam or jelly

**Preparation:** Cut brown bread into half-inch slices. Spread with peanut butter and jelly as desired.

*\*Can substitute rice cakes for brown bread.*

## Shopping List

- 1 to 2 cans raisin bread or 1 bag rice cakes
- 1 jar peanut butter
- 1 jar jam or jelly



## Shopping List

- 1 can (8 oz) fruit cocktail\*
- 1 can (15 oz) sliced peaches\*
- 1 can (15 oz) sliced pears\*
- 1 bag trail mix or 1 jar wheat germ

*\*Look for fruit packed in juice instead of sugar or corn syrup.*

## Get Ready Fruit Salad

### Ingredients:

- 1 can (8 oz) can fruit cocktail
- 1 can (15 oz) sliced peaches
- 1 can (15 oz) sliced pears
- 1 bag trail mix or 1 jar wheat germ, any flavor



**Preparation:** Drain all canned fruits. Combine all ingredients in a large container. Mix well. Top with trail mix or wheat germ.



# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Get Ready Veggie Salad



### Ingredients:

- 1 can (14 oz) diced potatoes
- 1 jar (16 oz) three bean salad

**Preparation:** Drain all ingredients. Combine in large bowl. Mix well.

## Shopping List

- 1 can (14 oz) diced potatoes
- 1 jar (16 oz) three-bean salad



## Shopping List

- 1 24-oz package chocolate or vanilla fat-free pudding cups (non-refrigerated)
- 1 box animal crackers or graham crackers

## Preparedness Pudding

### Ingredients:

- 1 24-oz package chocolate or vanilla fat-free pudding cups (4 oz each, 6 per pack)
- 1 box animal crackers\*



**Preparation:** Crumble animal crackers over pudding.

*\*Can substitute graham crackers for animal crackers.*

For more tips on creating your emergency preparedness stockpile, see [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Kids: Ask your parents or your family: Are we ready for an emergency?

What would you do if there were an emergency? Does your family have a plan and emergency supplies? The best way to be ready for an emergency or disaster is to get prepared before one ever happens. To make sure your family is ready, ask your parents or caregivers the following questions. Then use materials from APHA's Get Ready: Set Your Clocks, Check Your Stocks campaign to put together an emergency preparedness kit for your family.

### Questions for kids to ask their parents or family

Does our family have a "just-in-case plan" for emergencies?  Yes  No

*Discuss different types of emergencies and how to respond to each.*

Do we know who to call if one of us is lost or we become separated?  Yes  No

*Discuss a safe spot to meet somewhere in the neighborhood.*

Do we have a preparedness kit stocked with food, water and other supplies?  Yes  No

*Visit [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks) Web site for a list of suggested items, or complete a kit with items recommended at [www.ready.gov/kids/step1/index/html](http://www.ready.gov/kids/step1/index/html).*

Does our family know when it is better to stay inside the house rather than go outside?  Yes  No

*Different emergencies sometimes mean inside is better (such as during a tornado) than outside (such as during a fire). If you are inside an unfamiliar building in an emergency, look for the exit signs. Ask your parents for advice.*

Do we have a list of local emergency numbers other than 911?  Yes  No

*Work together to create a pocket card that has all the phone numbers you might need.*

Do we have emergency preparedness information available at home?  Yes  No

*Sit down with a parent or adult and visit [www.ready.gov](http://www.ready.gov) and [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks) for tips and ideas.*

For more tips on creating your emergency preparedness stockpile, see [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)





SET YOUR  
**CLOCKS**

CHECK YOUR  
**STOCKS**

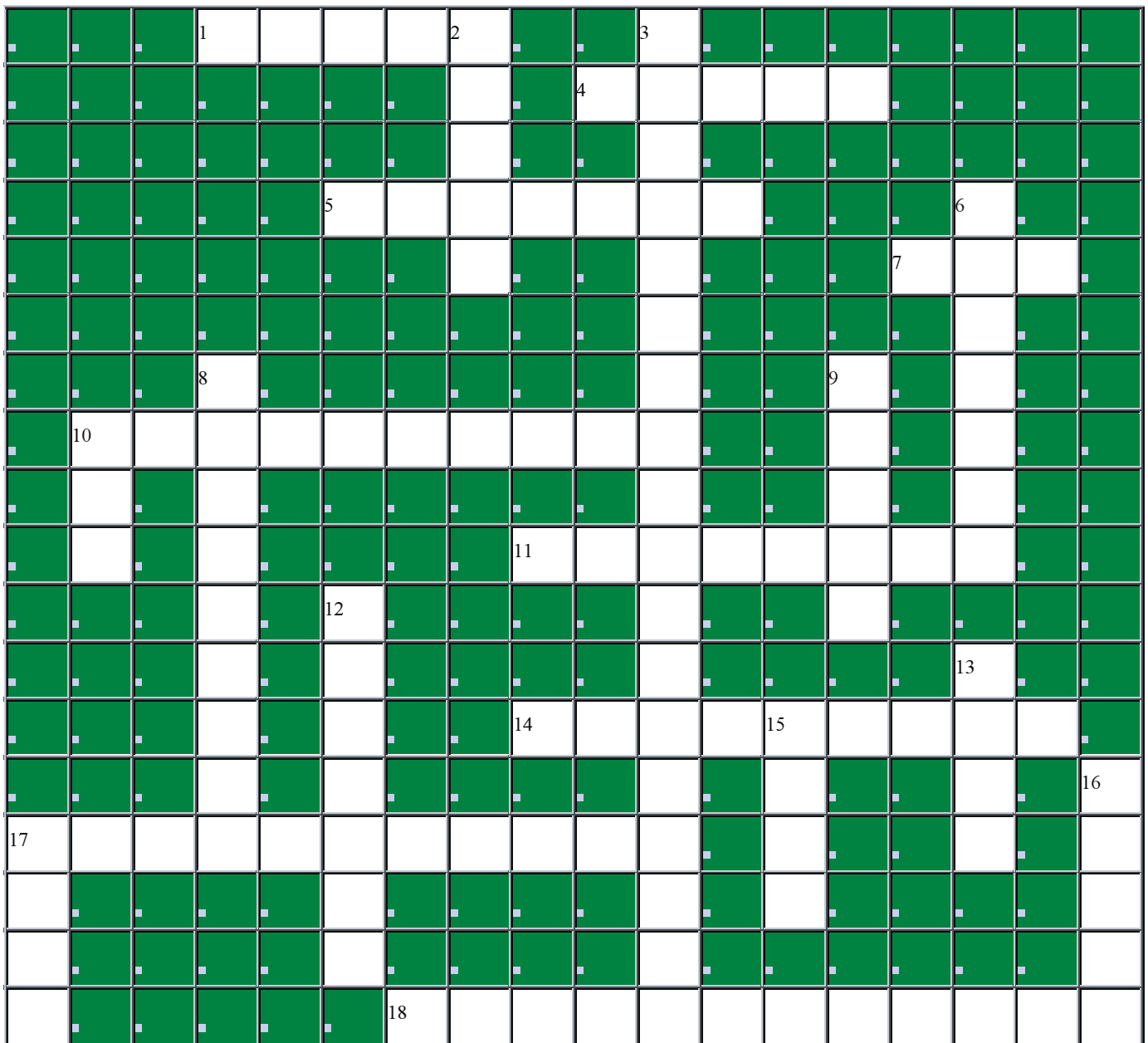


## Emergency preparedness crossword puzzle for kids

Use this puzzle to brush up on your emergency preparedness vocabulary!  
See the next page for clues and fill in the boxes below.



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## Clues for emergency preparedness crossword puzzle

### Across

1. Store one gallon of this per person
4. These are fun things your family can play to pass the time
5. Blowing on this will make a loud sound that could help someone find you
7. This will help you find your way if you get lost
10. This will help you be able to see if the electricity goes out
11. You can cover up with these to keep warm when you go to sleep at night
14. You'll need this to open any canned foods
17. This contains bandages, gauze and other items to take care of someone who is hurt
18. Each family member should keep a list of \_\_\_\_\_ so they can call their emergency contacts

### Down

2. If you have a battery-powered one of these, you'll be able to listen to the news and other updates
3. We change our clocks for this twice a year and it's a good time to check your emergency kit
6. Adults can use these to start a fire or light candles
8. You'll need these to power your radio and flashlight
9. You use this to pay for things you need to buy
10. This is something similar to a cold that people often get sick with in the winter
12. Use this to figure out which way is North, South, East or West
13. Make sure you don't forget food or medicines for these furry friends
15. Your family should talk and make a \_\_\_\_\_ so you know what to do in case of an emergency
16. Washing your \_\_\_\_\_ is a good way to avoid spreading germs that can make you sick
17. Pack a 3-day supply of this for each family member so you don't get hungry

For more tips on creating your emergency preparedness stockpile, visit [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)





# SET YOUR CLOCKS

# CHECK YOUR STOCKS



## Emergency preparedness word search for kids

Think about the different supplies you need in an emergency and try to find them in the word search. Once you're done, ask your parents to help you make sure your family's kit is stocked with these items.

BLANKETS • FOOD • WATER • BATTERIES • FLASHLIGHT • MONEY • MEDICINE • MATCHES • CAN OPENER • FIRST AID KIT • GAMES • COMPASS • MAP • RADIO • WHISTLE • CLOTHES • PET FOOD • SHOES • JACKET

T	E	S	T	A	A	P	W	T	T	R	K	S	P	D
T	C	T	C	T	C	T	A	T	W	D	C	T	R	C
A	A	C	T	G	D	I	E	T	A	E	C	T	A	L
R	H	E	O	O	A	K	E	R	H	W	T	N	D	I
F	O	O	T	M	C	D	N	S	S	O	O	I	I	S
E	L	K	M	A	P	I	O	B	O	P	N	P	O	E
I	W	A	J	T	S	A	A	P	E	T	F	O	O	D
O	H	E	S	C	S	T	S	N	I	L	A	C	M	P
T	I	N	L	H	T	S	E	S	H	O	E	S	O	G
M	S	I	S	E	L	R	M	K	E	C	K	I	I	I
E	T	C	R	S	I	I	A	T	N	C	W	E	E	R
E	L	I	S	D	A	F	G	F	H	A	F	P	H	K
A	E	D	T	S	O	S	E	H	T	O	L	C	I	L
S	Y	E	N	O	M	N	D	E	T	F	O	B	E	E
S	S	M	D	P	M	A	R	W	A	L	E	E	C	O



[www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



SET YOUR  
**CLOCKS**

CHECK YOUR  
**STOCKS**



### Emergency preparedness word scramble for kids

Unscramble the words below to find a list of items that should be included in your emergency preparedness stockpile.

- |                       |                    |
|-----------------------|--------------------|
| 1. BSTAKLEN _____     | 11. GMSAE _____    |
| 2. ODOF _____         | 12. MCS SOAP _____ |
| 3. AEWRT _____        | 13. APM _____      |
| 4. TRSTBAEEI _____    | 14. IAODR _____    |
| 5. LHASGLFTHI _____   | 15. HTLISEW _____  |
| 6. OEYNM _____        | 16. STEOCLH _____  |
| 7. IMCNDEIE _____     | 17. OOPTDFE _____  |
| 8. ESHCTMA _____      | <i>(two words)</i> |
| 9. RNEAPENOC _____    | 18. SHOSE _____    |
| <i>(two words)</i>    | 19. KCJATE _____   |
| 10. FTIARITDIKS _____ |                    |
| <i>(three words)</i>  |                    |

For more tips on creating your emergency preparedness stockpile, visit [www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



[www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



# SET YOUR CLOCKS

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## Answer key for crossword puzzle, word search and word scramble

### WORD SEARCH ANSWER KEY

A B C D E F G H I J K L M N O

1 T E S T A A P W T T R K S P D

2 T C T C T C T A T W D C T R C

3 A A C T G D I E T A E C T A L

4 R H E O O A K E R H W T N D I

5 F O O T M C D N S S O O I I S

6 E L K M A P I O B O P N P O E

7 I W A J T S A A P E T F O O D

8 O H E S C S T S N I L A C M P

9 T I N L H T S E S H O E S O G

10 M S I S E L R M K E C K I I I

11 E T C R S I I A T N C W E E R

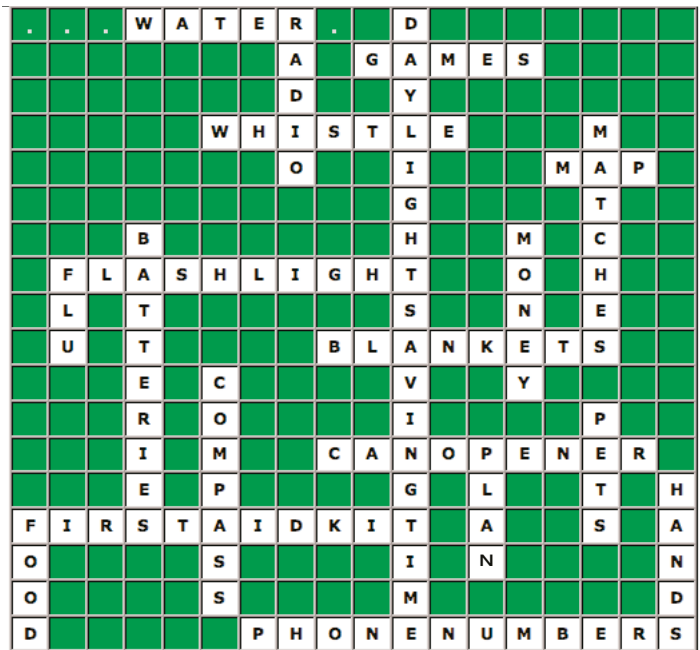
12 E L I S D A F G F H A F P H K

13 A E D T S O S E H T O L C I L

14 S Y E N O M N D E T F O B E E

15 S S M D P M A R W A L E E C O

- (M14, NW) BLANKETS
- (G12, SW) FOOD
- (L11, SW) WATER
- (16, SW) BATTERIES
- (A5, SE) FLASHLIGHT
- (F14, W) MONEY
- (C15, N) MEDICINE
- (E5, S) MATCHES
- (O2, SW) CAN OPENER
- (G12, N) FIRST AID KIT
- (H12, N) GAMES
- (C3, SE) COMPASS
- (D6, E) MAP
- (N2, S) RADIO
- (B7, S) WHISTLE
- (M13, W) CLOTHES
- (17, E) PET FOOD
- (19, E) SHOES
- (D7, NE) JACKET



[www.getreadyforflu.org/clocksstocks](http://www.getreadyforflu.org/clocksstocks)



### WORD SCRAMBLE ANSWER KEY

- |             |               |
|-------------|---------------|
| BSTAKLEN    | BLANKETS      |
| ODOF        | FOOD          |
| AEWRT       | WATER         |
| TRSTBAEEI   | BATTERIES     |
| LHASGLFTHI  | FLASHLIGHT    |
| OEYNM       | MONEY         |
| IMCNDEIE    | MEDICINE      |
| ESHCTMA     | MATCHES       |
| RNEAPENOC   | CAN OPENER    |
| FTIARITDIKS | FIRST AID KIT |
| GMSAE       | GAMES         |
| MCS SOAP    | COMPASS       |
| APM         | MAP           |
| IAODR       | RADIO         |
| HTLISEW     | WHISTLE       |
| STEOCLH     | CLOTHES       |
| OOPTD FE    | PET FOOD      |
| SHOSE       | SHOES         |
| KCJATE      | JACKET        |